

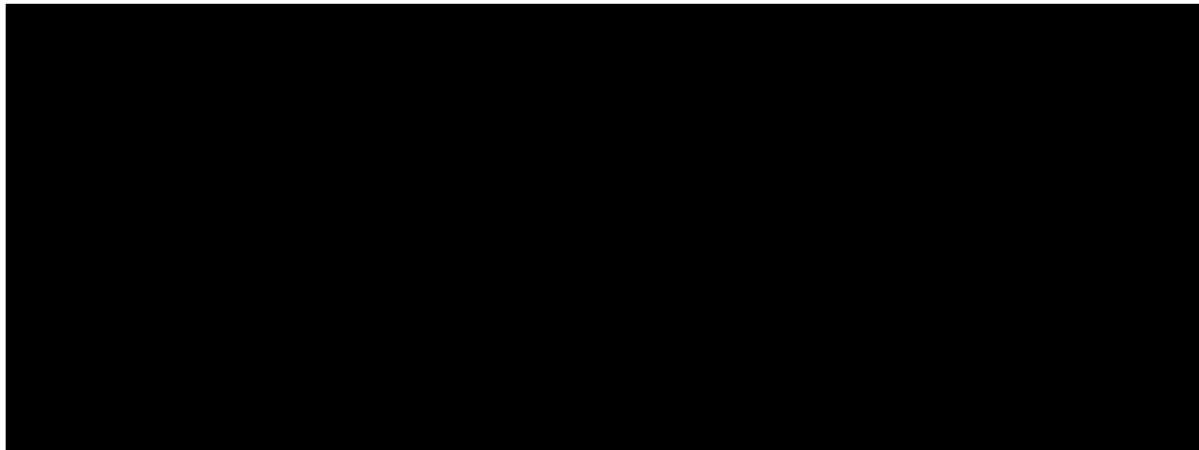
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22 May 1957

MEMORANDUM FOR: Chief, Operations School
FROM : Assistant for Headquarters Training
SUBJECT : Weekly Activities Report No. 21
15-21 May 1957

I. SIGNIFICANT ITEMS



25X1C4a

II. OTHER ITEMS

Plans

a. A third class in Information Reports, afternoons only, is scheduled for 17-29 June. The course is intended primarily for administrative assistants assigned to the field who will need practice in preparing information reports in final form.

25X1A

b. Four students have been accepted for tutorial training in Information Reports, Reporting, and Requirements. They will start 10 June and continue full time for two or three weeks. Early assignments precluded their enrollment in the next regular course.

c. [REDACTED] will give a special running of the Cable Refresher Course to 20-25 SR [REDACTED] case officers on 27 June. [REDACTED] will present the technical considerations in cable writing; [REDACTED] the formal aspects; and Mr. [REDACTED], organization and expression in communication.

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d. OS/OTR has nominated Miss [REDACTED] to represent the Office of Training during the Denied Area Operations Seminar scheduled for 3-14 June 1957.

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Courses

e. The seventh class of Information Reporting, Reports, and Requirements started with a full enrollment of 15 students on 20 May 1957. In the class there is an equal distribution of reports officers and those concerned primarily with operations--six in each group. One student is in administration, one in support, and one in training. The distribution by division is WE, 1; WH, 7; SE, 1; MED, 1; NEA, 2; OTR, 1.

f. Counterespionage Operations No. 11 and War Planning Course No. 10 are in their second week.

Related Activities

g. On 16 May 1957 [REDACTED] briefed the head of a foreign intelligence service on counterespionage principles, in preparation for a training program planned for selected officers of his service.

h. [REDACTED] spent the afternoon of 16 May briefing a foreign national in the basic principles and practices of reporting. The person briefed said that he found the material valuable enough to send to subordinates for more detailed training later.

i. Guest lecturing during the week was done by [REDACTED] (Clandestine Services and the Intelligence Community, for IRRR No. 7, 21 May); and [REDACTED] (Evasion and Escape, for WPC No. 10, 21 May).

III. PERSONNEL

Nothing to report.

[REDACTED]

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